

**Mercersburg Borough Council Meeting**  
**113 South Main Street, Mercersburg, PA 17236**  
**Monday, February 10, 2025**  
**AGENDA**  
**7:00 PM**

- I. Public Comments/Guests**
  - A. Jim Nicholas from the Pineapple Group and Dave Keller with Luminest – will make a short presentation regarding future development opportunities in the borough
  
- II. Minutes**
  - A. January 13, 2025 Meeting Minutes
  
- III. Treasurer Report/Bills Payable**
  - A. To approve the amended Treasurer’s Report for the month ending January 31, 2025.
  - B. To approve the Bills Payable List for the month ending January 31, 2025.
  
- IV. Mayor’s Report** – Scheduled to be present.
  
- V. Police Report** – Report sent electronically. Paper copy available for viewing at meeting.
  
- VI. Solicitor** – Scheduled to be present.
  
- VII. Engineer Report** – Not scheduled to be present.
  
- VIII. Borough Managers Report** – Scheduled to be present.
  
- IX. Department of Public Works Report** – Report sent electronically. Paper copy available at meeting.
  
- X. Committee Reports -**
  - A. Act 537-** No Meeting
  - B. Finance** – No Meeting –
  - C. Fire Board** – Update provided at meeting
  - D. HARB** – No Meeting
  - E. Nominating** – No Meeting
  - F. Personnel** – No Meeting
  - G. Planning** – No Meeting
  - H. Property/Technology** – Meeting held on February 5, 2025. Meeting packet and notes included. All recommendations listed under New Business.
  - I. Steering Committee** – Comprehensive Plan
  - J. Streets** –Meeting held on January 29, 2025. Meeting packet and notes included. All recommendations listed under New Business.
  - K. Summer Playground** – No Updates
  - L. Zoning Hearing Board** – No Meeting
  
- XI. Old Business** –
  - A. To authorize Council President and the Borough Manager to execute the necessary grant documents for the \$250,000 LSA Grant awarded to the Ambulance Project approved at the 10/22/2024 Commonwealth Financing Authority Meeting.

**XII. New Business –**

- A. To discuss the curative amendment process for zoning ordinance updates. Examples, to address townhouses or solar panel systems within the borough.
- B. To approve the revised timeline for the Band Building Demo Project
- C. To retroactively approve recommendation to pay invoice #AW00262135 for Quickbooks in the amount of \$4,800 for 5 years from the Joint Equipment Fund.
- D. To retroactively approve recommendation to pay invoice from Ryan’s Computer Consulting Services for the amount of \$250 to install Quickbooks at 3 workstations from the Joint Equipment Fund.
- E. To retroactively approve recommendation to pay invoice for Ryan’s Computer Consulting Services for the amount of \$325 for annual renewal of anti-virus software from the Joint Equipment Fund.
- F. To approve recommendation to pay revised invoice for Ryan’s Computer Consulting Services for the amount of \$3,595 for network relocation and upgrades.
- G. To approve recommendation to pay invoice for Ryan’s Computer Consulting Services for the amount of \$2,150 to replace billing clerk’s computer in the main office from the Joint Equipment Fund.
- H. To approve recommendation to purchase 1 filing cabinet in the amount of \$331.99.
- I. To approve recommendation to purchase 1 fireproof filing cabinet in the amount of \$2,659.30 from the Joint Equipment Fund.
- J. To approve recommendation to purchase 4 shelving units in the amount of \$279.99 each to store files upstairs.
- K. To approve closing the borough office to foot traffic on Fridays in February for staff training on Quickbooks.
- L. To approve closing the borough office to foot traffic on Fridays in March to organize and move files from the basement to upstairs and prepare files for shredding.
- M. To approve recommendation for the time extension request from Traffic Planning and Design Inc. for L00611, project grant.
- N. To approve recommendation for a handicap parking sign for Lori Metz at 39 W Seminary St.
- O. To retroactively approve the Boyer Ritter invoice #288824 for additional 2023 audit expenses.
- P. To approve the Black Balloon Day for March 6, 2025 per Ms. Rhodes letter.
- Q. To review James Buchanan Award nominations and select the 2025 recipient.
- R. To enter into executive session for personnel matters with possible action to be taken.

**XIII. Correspondence -**

- A. Letter from resident Ashlie Richardson concerning trash service.
- B. Invitation to Appreciation Dinner to honor members at MMP&W.
- C. January 3, 2025 PMCA Inspection reports

**XIV. Meeting Schedule -**

- A. Council: 2/24/2025
- B. Sewer: 2/13/2025 & 3/13/2025
- C. Water: 2/20/2025 & 3/20/2025
- D. Finance: TBD
- E. HARB: 3/4/2025 & 4/1/2025
- F. Personnel: 3/17/2025 & 4/23/2025
- G. Planning: 2/19/2025 & 3/19/2025

- H. Streets: 2/26/2025 & 3/26/2025
- I. Property: 3/5/2025 & 4/2/2025

*\*ALL GUEST/CORRESPONDENCE IN CHRONOLOGICAL ORDER PER REQUEST/RECEIPT\**